

TOWN OF WALLACE
Continued meeting
March 26, 2020
6:00 p.m.

The Town Council of the Town of Wallace continued its monthly meeting on Thursday, March 26, 2020 in the Council Chambers.

The following Governing Body members were present:

Mayor Charles C. Farrior, Jr.
Council Member Frank Brinkley
Council Member Jeffrey Carter
Council Member Francisco Rivas-Diaz
Council Member Jason Wells

The following Governing Body members was absent:

Council Member/ Mayor Pro-Tem Wannetta Carlton

Also present were:

Larry Bergman, Town Manager	Jody Brooks, Wallace ABC Board
Jackie Nicholson, Town Clerk	Katherine Bunch, ABC Store Manager
David Bizzell, Parks & Recreation Director	Jessica Modlin, ABC Store Finance Director
Rod Fritz, Planning Director	Diane McNamara, Wallace ABC Board Chair.
Gage King, Airport Manager	

Mayor Charley Farrior reconvened the meeting with a quorum of the governing body members present.

Joint Meeting with Wallace ABC Board

Wallace ABC Store General Manager Katherine Bunch stated that the ABC Store contributes approximately \$55,000 to \$60,000 in revenues (calculated based on net profit) to the Town's general fund and \$12,000 to \$16,000 to the police department. Ms. Bunch said that the current location is has become too small and there are problems with not being able to store enough inventory, unloading deliveries, and parking. Other options were discussed. Ms. Bunch said building a new store at a different location is the only workable solution which will reduce net profits and affect the distribution amounts received by the Town. Mayor Farrior asked when the Town should expect a decrease in revenue and Ms. Bunch said in the upcoming fiscal year.

Consideration of Parks and Recreation Campbell Center Project Proposals

Parks & Recreation Director David Bizzell presented the quotes he had received for upgrades on the Campbell Center. Initially, it was to be a single project but by dividing it into the various components, Bathroom/Lobby/Senior Room, Telescoping ADA Bleachers, Gym Floor and Gym Insulation Repair, will save money. Mr. Bizzell presented each of the four (4) components and bids. The low bids for each project were:

Bathroom/Lobby/Senior Room - \$36,952.00, Sp8 Enterprises
Telescoping ADA Bleachers - \$34,213.00, Mark Scronce Construction
Gym Floor – \$69,731.00, DPH General Contractors
Gym Insulation Repair – \$28,745.00, Mark Scronce Construction

Council Member Jason Wells made a motion to approve the bids as recommended by Mr. Bizzell. The motion was seconded by Council Member Francisco Rivas-Diaz and approved by unanimous vote.

Consideration of a Capital Improvement Plan (CIP) for PARTF (Parks and Recreation Trust Fund) Grant Application

Planning Director Rod Fritz said that he is preparing an application for a PARTF grant and a CIP is required. Mr. Fritz added that the CIP is not binding but is a tool for budgeting and strategic planning. This CIP will be a part of a Town wide CIP for the next budget year.

Council Member Wells made a motion to approve the proposed 5-Year Capital Replacement/Improvement Plan that was seconded by Council Member Jeff Carter and approved by unanimous vote.

Consideration of a State of Emergency Order

Town Manager Larry Bergman presented a draft Declaration of a State of Emergency. Manager Bergman said that the State and Duplin County have both declared States of Emergency and the Mayor has the authority to do so. He asked the Council if they had any comments. When and if it is declared by the Mayor they will be notified.

Consideration of a Remote Meeting Policy for Town Council Meetings

Manager Bergman provided a Remote Meeting Attendance Policy for the Council should the need arise during an emergency. This policy includes certain specific circumstances and allows remote participation by all members.

Council Member Rivas-Diaz made a motion to adopt a Remote Participation Policy. The motion was seconded by Council Member Wells and approved by unanimous vote.

Closed Session

Council Member Wells made a motion to go into closed session per GS 143-318.11(a)(5) for the purpose of purchasing real property. Council Member Carter seconded the motion which was approved by unanimous vote.

Airport Manager Gage King explained that the property is for the AWOS (Automated Weather Observing System) and an appraisal has been done. The decision for the Council is to approve an amount to offer for the property. Ms. Jessie Miars from Holland Consulting Planners participated via conference call. Ms. Miars explained the process and the basis of making an offer and enter into negotiations with the property owner.

Council Member Wells made a motion to end the closed session that was seconded by Council Member Rivas-Diaz and approved by unanimous vote.

Council Member Carter made a motion to approve an offer in the amount discussed in closed session to the property owner. The motion was seconded by Council Member Wells and approved by unanimous vote.

There being no further business to discuss. Council Member Carter made a motion to adjourn. The motion was seconded by Council Member Wells and approved by unanimous vote.

Respectfully submitted,

Charles C. Farrior, Jr., Mayor

Jacqueline Nicholson, CMC
Town Clerk

<u>5-YEAR CAPITAL REPLACEMENT/IMPROVEMENT PROGRAM</u>					<u>Planned Expenditures</u>	
<u>Parks & Recreation</u>						
<u>New/Replacement/Repair</u>						
<u>Planned Expenditures</u>		<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>
<u>Parks & Recreation and Landscaping</u>						
1 Staff Truck	Replacement	25,455				
1 Campbell Center Renovations	Repair/Upgrade	250,000				
1 Tennis Court Resurfacing	Repair/Upgrade					50,000
1 Baseball and Softball Field Fence	Replacement		45,000			
1 Softball Scoring Town and Field	Replacement		30,000			
1 BMP Park Phase 1 – Planning and Design	New	20,000				
BMP Park Phase – PARTF Grant Match	New		141,020	141,020		
BMP Park Phase 2					25,000	125,000
1 BMP Park Staff Truck	New					30,000
Total Parks & Recreation		295,455	216,020	141,020	75,000	155,000
<u>Debt Service</u>						
BMP Land – principal		50,000				
BMP Land – interest		900				
Campbell Center Reno			40,000	40,000	40,000	40,000
Total Debt Service		<u>50,900</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>

Town Wallace Remote Participation Policy

Overview- The purpose of this policy is to establish guidelines which will allow Town Council members who are unable to physically attend a Council meeting to participate remotely via electronic, simultaneous methods. This policy is not intended to allow or encourage physical absence from a Council meeting simply as a means of convenience. Remote participation should only be utilized in the case of a bona fide emergency or other such circumstance as described below. For the purpose of this policy, a Council member is defined as a Town Councilman/woman or the Mayor and hereafter referred to as member. For the purpose of this policy, the presiding officer is defined as the Mayor or the person serving as presiding officer in the Mayor's absence.

Remote Participation

1. Remote participation is defined as participation in an official Town Council meeting by a member or members who are not physically present at the meeting via means of electronic and simultaneous methods such as audio and/or video.
2. Remote participation shall not be allowed during the following:
 - a. Quasi-judicial proceedings
 - b. Closed sessions
3. Remote participation is allowed only for the following reasons:
 - a. Personal illness
 - b. Employment related issues
 - c. Family or other personal emergency
 - d. Participation in other Town related meetings
 - e. Vacation
 - f. Other reasons as approved by the Council
 - g. During declared States of Emergency
4. When possible, any member who desires to participate remotely shall notify the Mayor, Town Manager or Clerk at least 24 hours in advance of the meeting to allow for set-up of any necessary equipment to accommodate remote participation. The member shall also provide the telephone number at which they can be contacted to participate remotely.
5. During the call to order, the presiding officer shall announce that a member has requested to participate remotely and then they shall call the number provided by the member. In an effort to minimize disruption of the meeting, if after two attempts, clear contact cannot be established with an absent member, the option of remote participation for that member during any part of that meeting will not be allowed. Once contact has been established, the remotely participating member shall identify himself and state the reason for participating remotely. If due to technical difficulties, contact with the remotely participating member is lost entirely or if contact becomes unclear, the presiding officer may end remote participation for that member for the balance of the meeting. If remote participation is established but is then interrupted or

ends, the member will be considered as excused from the meeting and therefore no votes from that member will be recorded.

6. The presiding officer must be physically present at the meeting except in the case of States of Emergency that include a “shelter in place” requirement.

7. A member has the same voting privileges when participating remotely as they have when they are physically present at the meeting.

8. A member participating remotely must at a minimum be fully heard (and if possible also seen) by all members of the Council and other individuals in attendance at the meeting. A member participating remotely must also be able to hear all other members of the Council and other individuals in attendance at the meeting. If this cannot be accomplished, the presiding officer shall not allow the member to participate remotely.

9. When casting a vote, a member participating remotely shall be called on individually by the presiding officer, after all physically present members have voted, to verbally cast their vote as “aye” or “nay” in such a manner as can be clearly heard by all members.

10. No written ballots may be taken by the Council when a member is participating remotely.

11. Members participating remotely shall have the right to receive all documents that were distributed to the Council prior to the start of the meeting. However, it is the responsibility of the remotely participating member to provide a means whereby the documents can be delivered to them in a timely manner, for example electronic mail or mailing address. All such expense shall be paid for by the Town.

12. In the rare case that all members of a meeting are participating remotely because of the requirements of a declared State of Emergency, the media and other interested members should have access to listen and/ or view the proceedings of the meeting.